

Appendix A
Mission and Charter

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St. Louis Site Remediation Task Force
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Mission Statement

The St. Louis Site Remediation Task Force is a broadly representative body formed in September 1994 to identify and evaluate feasible remedial action alternatives for the cleanup and disposal of radioactive waste materials at the St. Louis FUSRAP Site and at West Lake Landfill, and to petition the U.S. Department of Energy to pursue a cleanup strategy that is environmentally acceptable and responsive to public health and safety concerns. In the event consensus is not achieved, the task force report will include alternative recommendations to ensure that the points of view of all members are expressed.

Scope and Purpose

The primary focus of the Task Force is to 1) develop, 2) evaluate and 3) prioritize options for the cleanup and disposal of contaminated materials present at the St. Louis Site. At the conclusion of this process, the group will submit recommendations to the Assistant Secretary for Environmental Management.

Policy issues to be covered by the Task Force will include, but may not be limited to, cleanup priorities, soil treatment, inaccessible soils, and permanent disposal options.

Responsibilities and Expectations

Task Force members will:

- Be informed of site history and site related issues
- Consider multiple points of view and relevant factors as a means of fostering problem solving and consensus building
- Make concerted efforts to keep their respective constituencies/stakeholder groups informed about task force activities and recommendations
- Attend and actively participate in regular meetings, read and be prepared to comment on documents, and be available to work between formal meetings if necessary
- Develop and follow a work plan that schedules and milestones
- Select a facilitator who will be charged with among other things, establishing groundrules, keeping the process on schedule, and the meetings focused and productive
- Elect a chairperson and charge him or her with specific duties and responsibilities

The chairperson will:

- Represent the group in official communications with DOE senior management and with the media
- Preside at the Task Force meetings
- Set the times, location and agendas for meetings
- Appoint committees
- Retain consultants and otherwise be responsible for administrative matters before the Task Force.

The DOE will:

- Assist the Task Force by providing technical expertise and by assuring that information necessary for the Task Force's deliberations is made available in a timely matter
- Honor, respect and give serious consideration to the views, recommendations, and advise of the Task Force
- Work with the Task Force to provide assistance, staff, administrative support, facilitator, and access information deemed necessary to fulfill the mission
- Help the Task Force members develop and distribute informational materials to their constituencies and to the general public
- Provide financial support
- Make no attempt to control the Task Force or its agenda

Membership

The Task Force is comprised of members of the City and County appointed oversight commissions plus members designated by DOE as representatives of additional stakeholder groups. These groups include owners of contaminated residential and commercial properties, civic activists, congressional field staff, and representatives of agencies that have regulatory authority at the site.

Ground Rules

- Task Force meetings will be open to the public. A 10-minute period will be allocated for public comment at the beginning of each meeting. Written comment will be accepted at any time. Address comments to DOE Public Information Center, 9170 Latty Avenue, St.Louis, Missouri 63134
- Beyond the public comment period, only duly appointed Task Force members, invited advisors and others scheduled on the agenda may speak during a meeting
- Task Force members agree to participate fully and consistently in the process unless they withdraw
- A Task Force member may designate a substitute when he/she is unable to attend a meeting
- Each Task Force member agrees to fully explore and consider all issues before reaching conclusions
- Each Task Force member is committed to seeking agreement and agrees to search for creative opportunities to address all the interests and concerns of all participants
- Each participant acknowledges responsibility to other participants, to their constituencies, to the process, and agrees:
 - that meetings shall begin and end on schedule
 - to stay on topic and task
 - to candidly identify and share their interests and those of the constituency they represent and to represent and speak for their constituency
 - to listen carefully and respectfully to other participants and to avoid interrupting other participants
 - to offer suggestions with respect and care
 - to share relevant information regarding the issues under consideration

- to communicate with each other directly, rather than through the news media
- to respect the decision of any participant to withdraw from the consensus-building process at any time and for any reason
- to explain to other participants the reason for withdrawal from the consensus-building process
- to objectively explain and interpret the consensus building process to their constituency, to keep their constituents informed of the activities and the ideas of the process, and to seek the advice of their constituents throughout the process
- to challenge ideas – not people
- to jointly develop a strategy for dealing with the issues of agreement that cannot be reached
- The chairperson or designee will serve as the spokesperson for the Task Force

Meetings

The Task Force will have regular public meetings as well as working group meetings which may be announced in advanced. Minutes of all meetings will be available. Should scheduling conflicts arise, members may send alternates who would be expected to represent the designated member in discussions and decision-making.

Work Product

Recommendations to DOE will be in the form of written report(s) and will address the concerns listed above under "scope and purpose." Debate on these topics should take into account, among other factors: 1) federal (e.g., CERCLA) requirements 2) state of Missouri regulations and disposal criteria, 3) budgetary constraints, and 4) available data on health effects and risk posed by contaminants at the site.

The Task Force will work toward consensus whenever possible. Where consensus cannot be reached, the report will describe areas of agreement and disagreement as well as the reasons why differences cannot be bridged.

Termination of Task Force

The Task Force will dissolve following fulfillment of its stated purpose, i.e. the submission of site cleanup recommendations to the DOE Assistant Secretary, unless the Task Force agrees to an expansion of its charter.